



## SEARCH AND REUNION SERVICES ACTIVE SEARCH APPLICATION

The Search and Reunion service is limited by legislation and does not include an assessment of the individuals involved. Notably, a criminal record check, child protection screening, mental health or substance use assessment, or any other evaluations related to safety for participants is not conducted as part of the service. All individuals engaging in reunions or matches do so at their own risk. Participants are responsible for exercising personal judgement, and it is recommended participants take precautions when connecting or re-connecting with others. For example, do not immediately share your physical address with the person you are seeking to reunite or communicate with. By participating in the Search and Reunion Services, you acknowledge and accept the safety of participants involved is not guaranteed. The personal information requested on this form is collected under the authority of and will be used for the purpose of administering the *Adoption Act*. Under certain circumstances, the collected information may be subject to disclosure as per the *Adoption Act* and/or the *Freedom of Information and Protection of Privacy Act*. Please direct questions about the collection, use or disclosure of this information to the Search and Reunion Services office.

### ABOUT THIS SERVICE

An Active Search is available to adults (19 years of age or older) who were involved in an adoption granted in British Columbia. This service allows you to request help in locating a specific person connected to your adoption. Reunion is not guaranteed and depends on whether the person you are seeking agrees to be contacted. Contact is only facilitated with their consent; otherwise, no identifying information is disclosed. To determine whether you are eligible to request a search for the individual you wish to locate, please review the information below. To request an Active Search, please complete this application and submit it with the required documents listed for your eligibility. Each search is processed for one individual, and a separate application and fee are required for each additional person.

### Eligibility and Required Documents

Eligible Applicants	Individuals Eligible for Active Search	Required Documents (Submit copies of all listed documents. Originals are not required.)
<b>Adult Adopted Persons</b>	<ul style="list-style-type: none"> <li>• Birth mother and/or birth father</li> <li>• Adopted siblings</li> <li>• If a birth parent is deceased, birth siblings related to that birth parent</li> </ul>	<ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Registration of Live Birth</li> </ul>
<b>Birth Parents</b>	<ul style="list-style-type: none"> <li>• Adopted person whom they placed for adoption</li> </ul>	<ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Registration of Live Birth (or Consent to Adoption signed by you if your name is not listed on the Registration of Live Birth)</li> </ul>
<b>Adult Birth Siblings of an Adopted Person</b>	<ul style="list-style-type: none"> <li>• Adopted person if the birth parent to whom they are both biologically related is deceased</li> </ul>	<ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Death Certificate of the deceased birth parent</li> </ul>
<b>Adult Children or Adult Grandchildren of a Deceased Adopted Person</b>  (If a child of the deceased is under 19 years of age, the child's surviving parent or guardian)	<ul style="list-style-type: none"> <li>• Birth mother and/or birth father of the adopted person</li> <li>• Adopted siblings of the adopted person</li> <li>• If the birth parent of the deceased adopted person is also deceased, birth siblings of the adopted person</li> </ul>	<ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Death Certificate of the deceased adopted person</li> </ul>

**Note:** A copy of the Registration of Live Birth can be obtained by submitting a completed Application for Genealogy Certificate to the Vital Statistics Agency. Contact the Vital Statistics Agency at 1-888-876-1633 or visit their website at [www2.gov.bc.ca/gov/content/life-events](http://www2.gov.bc.ca/gov/content/life-events) for more information.

## SECTION 1 – APPLICANT INFORMATION

Please complete this section with your personal information. Required documents vary depending on your connection to the adoption. Refer to the **Eligibility and Required Documents** on page 1 to confirm which documents need to be included with your application.

LAST NAME		GIVEN NAMES	
DATE OF BIRTH (YYYY-MM-DD)	PLACE OF BIRTH	PHONE NUMBER	
MAILING ADDRESS		CITY/TOWN	PROVINCE
POSTAL CODE	COUNTRY	E-MAIL ADDRESS	

I am a (select one of the following):

Adult Adopted Person

Birth Mother

Birth Father

Adult Birth Sibling of an Adopted Person

Adult Child or Adult Grandchild of a Deceased Adopted Person

(If a child of the deceased is under 19 years of age, the child's surviving parent or guardian)

## SECTION 2 – PERSON YOU ARE REQUESTING TO LOCATE

Please complete the information below about the person you are requesting assistance to locate. Provide all known details to help facilitate the search process. **Each search is processed for one individual, and a separate application and fee are required for each additional person.**

LAST NAME		GIVEN NAMES	
RELATIONSHIP	DATE OF BIRTH (YYYY-MM-DD)	PLACE OF BIRTH	
ADDITIONAL INFORMATION			

### SECTION 3 – CONSENT FOR ACTIVE SEARCH

I understand this application is a request for an Active Search and confirm the information provided in this application is accurate to the best of my knowledge.

- I acknowledge that the search process will begin once my eligibility has been verified and all required documents and fees have been received.
- I understand that a reunion is not guaranteed and that I will be informed if the person I am seeking cannot be located, is deceased, or does not wish to be contacted.
- **I agree to notify the Search and Reunion Services office of any changes to my name or contact information.**
- I understand that this application remains active until I submit a written cancellation notice or the requested search has been completed.

PRINT NAME OF APPLICANT	DATE (YYYY-MM-DD)
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### SECTION 4 – SERVICE TYPE & PAYMENT INFORMATION

A one-time application fee of \$25 CAD is required, and each Active Search requires a service fee. If you wish to locate multiple individuals, a separate search fee applies for each search.

- Initial Active Search                      \$250 CAD
- Subsequent Active Searches            \$180 CAD

The Active Search fee is collected separately, after your completed application, required documents and application fee have been received and confirmed.

If you are unable to pay, you may request a fee waiver by submitting the **Income Test form**. Your application will not be processed until we receive this completed application, required documents and payment. If you apply for a fee waiver, your application remains incomplete until the waiver is approved.

**I am requesting the service below** (select one of the following):

Initial Active Search

Subsequent Active Search

**Payment Options** (select one of the following):

I will pay online using a debit or credit card through the PayBC Portal. Please send me an invoice number and payment instructions.

I will pay by cheque. Please send me an invoice number and payment instructions.

I am applying for a fee waiver (Income Test form attached).

## HOW TO SUBMIT THIS APPLICATION

Please submit your completed application and required documents using one of the following methods:

- Click on the **Submit** button (this option requires Adobe Acrobat Reader). Please ensure to attach the required documents to the email.

OR

- Save or scan your completed application and required documents, then email them to: [MCF.AdoptionReunionProgram@gov.bc.ca](mailto:MCF.AdoptionReunionProgram@gov.bc.ca)

If you are unable to submit electronically, please contact our office using the contact information below.

## CONTACT INFORMATION

**Search and Reunion Services  
Adoption and Advisory Services Branch  
Ministry of Children and Family Development**

Toll Free: 1-877-387-3660 or Greater Victoria: 250-387-3660

Email: [MCF.AdoptionReunionProgram@gov.bc.ca](mailto:MCF.AdoptionReunionProgram@gov.bc.ca)

Web: [www2.gov.bc.ca/gov/content/life-events/birth-adoption/adoptions/adoption-reunions-registries/adoption-reunion-registry](http://www2.gov.bc.ca/gov/content/life-events/birth-adoption/adoptions/adoption-reunions-registries/adoption-reunion-registry)